# TOWN OF ELSMERE PLANNING COMMISSION MEETING MINUTES November 10, 2014 6:30 P.M.

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## **PLEDGE OF ALLEGIANCE:**

### **CALL TO ORDER:**

# **ROLL CALL:**

CHAIRMAN	CHARLES LINDELL	PRESENT
COMMISSIONER	ROBERT ANDERSON	PRESENT
COMMISSIONER	LEON BACKER	<b>ABSENT</b>
COMMISSIONER	ANDREW FAVREAU	PRESENT
COMMISSIONER	ERIN L. HURST	PRESENT
COMMISSIONER	MARIANNE SKIPSKI	PRESENT
COMMISSIONER	ROBERT SWAIN	PRESENT

#### **APPROVAL OF MINUTES:**

Approval of the Minutes from the October 7, 2014 Planning Commission Meeting

**ACTION:** Commissioner Favreau made a motion to approve the Minutes from the October 7, 2014 Planning Commission Meeting. The motion was seconded by Commissioner Swain.

**VOTE:** 6 in favor and 1 absent Motion carried

Lindell – Yes, Anderson – Yes, Backer – Absent, Favreau – Yes, Hurst – Yes, Skipski – Yes, Swain - Yes

### **NEW BUSINESS:**

Review of Petition 14-21 Tax Parcel Number: 1900-400-041

Applicant Petya Fist, Ph.D, Esquire discussed her plan to operate a law office at the subject property, which is located in the CC zoning district and currently used as a residence. Dr. Fist stated that she does not expect many clients to visit this location.

Chairman Lindell asked questions about available parking, current use of the structure, and business hours of the law office. Dr. Fist stated that much of the business is handled electronically and there are no set business hours. She described the current parking as a long driveway with enough space to fit a handicap accessible spot at the end.

Code Officer Anthony Facciolo stated that the Code requires a 10 foot wide driveway for ingress and egress. Town Manager John Giles stated that the Code does not require a separate exit, but requires that the drive is wide enough for two cars to pass through.

Chairman Lindell asked questions about the proposed sign. Dr. Fist stated that the 4' x 4' sign would be placed behind the existing fence.

Commissioner Anderson inquired about office staff. Dr. Fist stated there would be no employees.

Councilwoman Joann I. Personti, 5th District, stated that she has not received any correspondence either for or against the application.

Code Officer Facciolo stated that the Town has no objection to the application except to the request for variance from a handicap accessible parking space. This is a state requirement and the Town does not have the authority to grant a variance from a state requirement.

Town Manager Giles stated that the application appears to be consistent with the Comprehensive Plan.

**ACTION:** Commissioner Skipski made a motion to recommend approval of Petition 14-21 regarding items 1, 2 and 4 to the Board of Adjustment and recommend approval of the sign with a 1 foot setback and to approve Petition 14-21 in that it meets the harmonious development according to the Comprehensive Plan. The motion was seconded by Commissioner Hurst.

**VOTE:** 6 in favor and 1 absent Motion carried

Lindell – Yes, Anderson – Yes, Backer – Absent, Favreau – Yes, Hurst – Yes, Skipski – Yes, Swain – Yes

#### **OLD BUSINESS:**

None

ITEMS SUBMITTED BY CHAIRMAN AND BOARD MEMBERS:		
None		
PUBLIC COMMENT:		
None		
ADJOURNMENT:		
<b>ACTION:</b> Commissioner Swain made a motion to adjourn the meeting. The motion was seconded by Commissioner Hurst.		
<b>VOTE:</b> 6 in favor and 1 absent Motion carried		
Lindell – Yes, Anderson – Yes, Backer – Absent, Favreau – Yes, Hurst – Yes, Skipski – Yes, Swain - Yes		
At this time, the meeting was adjourned.		
These minutes summarize the agenda items and other issues discussed at the November 10, 2014 Planning Commission Meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tape(s) may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.		

CHARLES LINDELL, CHAIRMAN

LEON BACKER, SECRETARY